

21 August 1985

MEMORANDUM FOR: Executive Officer to the DDA

FROM: [REDACTED]

Executive Officer, OTE

SUBJECT: OTE Table Hosts, Brookings

1. The following OTE officers will serve as luncheon table hosts and discussants during the briefings for the Brookings Programs during FY 1986.

11 October 1985 - [REDACTED]

Chief, Language School, [REDACTED]

8 November 1985 - [REDACTED]

Executive Officer, [REDACTED]

22 November 1985 - [REDACTED]

Chief, Training Support Division, [REDACTED]

13 December 1985 - [REDACTED]

Chief, Information Systems Training Division, [REDACTED]

7 February 1986 - [REDACTED]

Chief, Management and Administrative Training Division, [REDACTED]

7 March 1986 - [REDACTED]

Chief, Career Trainee Division, [REDACTED]

21 March 1986 - [REDACTED]

Assistant Director of Training for Curriculum, [REDACTED]

11 April 1986 - [REDACTED]

Chief, Administration Division, [REDACTED]

SUBJECT: OTE Table Hosts, Brookings

STAT 2 May 1986 - [redacted]  
[redacted] Chief, Intelligence Training Division,  
STAT [redacted]  
STAT 23 May 1986 - [redacted]  
[redacted] Director/Center for the Study of  
STAT Intelligence, [redacted]  
STAT 13 June 1986 - [redacted]  
[redacted] Chief, Executive Development Staff,  
STAT [redacted]  
STAT 27 June 1986 - [redacted]  
[redacted] Deputy Chief, Information Systems Training  
STAT Division, [redacted]  
STAT 2. Please call me on [redacted] if there are any questions.  
STAT [redacted]

## ROUTING AND RECORD SHEET

**SUBJECT:** (Optional) Luncheon Briefings for the Brookings Institution's Public Policy Conference for Corporate Executives on Understanding Federal Government Operations. 1985/86

FROM:

Executive Officer to the DDA  
7D18 HQS

ENSION

NO.

DATE

8 AUG  
1985

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. D/OC

2. D/OF  
616 Key3. D/OIS  
1206 Ames4. D/OIT  
2D00 HQS

5. D/OI

6. D/OMS  
1D4054 HQS

7. D/OP

8. D/OS

9. D/OTE  
1026 C of C

EXO 8/9

(Action)

10.

11.

12.

13.

14.

15.

DDA 85-2737/1

8 AUG  
8 1985

MEMORANDUM FOR: Director of Communications  
Director of Finance  
Director of Information Services  
Director of Information Technology  
Director of Logistics  
Director of Medical Services  
Director of Personnel  
Director of Security  
Director of Training and Education

STAT

FROM:

Executive Officer to the DDA

SUBJECT: Luncheon Briefings for the Brookings Institution's  
Public Policy Conference for Corporate Executives on  
Understanding Federal Government Operations, 1985/86

Attached herewith is a copy of a memorandum sent to key Agency officials requesting their participation in subject luncheon briefings. In keeping with our expected participation in these activities, please nominate three middle- to senior-level officers (GS-13 to SIS-4) from your Office who will serve as luncheon table hosts and as discussants during the briefings. Please forward the officers' titles, mailing addresses, and extensions to me for consolidation and transmittal to the OTE Special Programs Officer. It would be appreciated if you would forward your list to me by close of business 23 August.

STAT

Attachment

DD/A Registry  
85-2737

OTE 85-4017

2 AUG  
1985

MEMORANDUM FOR: Executive Director  
Deputy Director for Intelligence  
Deputy Director for Operations  
Deputy Director for Science and Technology  
Comptroller  
General Counsel  
Inspector General  
Director, Office of Legislative Liaison  
Director, Public Affairs Office

FROM: Harry E. Fitzwater  
Deputy Director for Administration

SUBJECT: Luncheon Briefings for The Brookings Institution  
Public Policy Conferences for Corporate Executives  
on Understanding Federal Government Operations,  
1985-1986

1. Once again, The Brookings Institution has invited the Agency to participate in its Public Policy Conferences for Corporate Executives on Understanding Federal Government Operations. The six-day conferences for senior-level corporate executives are designed to provide an intensive overview of Washington policymaking. This memorandum requests that you and your Deputy serve as host at one or two of the 12 luncheon/briefings in 1985-1986 and that you identify middle-to-senior level representatives of your individual offices to participate as table hosts and discussants in the briefings. Dates for the 1985-1986 programs are attached.

2. The format will continue as in the past: Luncheon in the Executive Dining Room at 1200 hours followed by a briefing in the DCI Conference Room at 1300 hours concluding at 1400 hours. As host, you will conduct a 10 to 15 minute overview of the Agency and the Intelligence Community followed by a question and answer period in which the Agency discussants, selected for their Geographic and/or functional expertise, will participate by answering questions from the assembled group. Cost of the luncheons is borne by The Brookings Institution.

SUBJECT: Luncheon Briefings for The Brookings Institution Public  
Policy Conferences for Corporate Executives on Under-  
standing Federal Government Operations, 1985-1986

STAT

STAT

3. Please forward a list of discussants with titles, geographic or functional areas of expertise, office mailing addresses, and telephone extensions to [redacted] Dean of Conferences, Office of Training and Education, Room 1036 Chamber of Commerce Building. She can be reached on extension [redacted] should you have further questions.

/s/ James H. McDonald

Harry E. Fitzwater

Attachment

The dates for the 1985 - 1986 Brookings Luncheon Briefings are as follows:

11 October 1985  
08 November 1985  
22 November 1985  
13 December 1985  
07 February 1986  
07 March 1986  
21 March 1986  
11 April 1986  
02 May 1986  
23 May 1986  
13 June 1986  
27 June 1986

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8/8/85	9 AUG85		23 Aug		
TO	D/OTE			ROUTING	DATE SENT
FROM	EO/DDA			EXO	8/9
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